

COMMISSIONERS' MEETING MINUTES
JULY 13, 2022

Commissioner R. Michael Keith called the regular meeting of the Indiana County Commissioners to order at 10:30 a.m. in the Commissioners Hearing Room.

ROLL CALL

Chairman R. Michael Keith, present
Commissioner Robin A. Gorman, present
Commissioner Sherene Hess, present

Also, in attendance were Solicitor Matthew T. Budash and Chief Clerk Robin Maryai.

PLEDGE OF ALLEGIANCE

Commissioner Keith led those present in reciting the Pledge of Allegiance to the American Flag.

APPROVE MINUTES...JUNE 22, 2022

A motion was made by Ms. Gorman, seconded by Ms. Hess, and carried unanimously to approve the minutes of June 22, 2022.

COVID UPDATE

Commissioner Keith gave the COVID update on behalf of Thomas Stutzman. Indiana County and all of surrounding counties are listed at the low rating. Over the last seven-day period ending on July 10th, Indiana County has had a 47.15% decrease in the covid positive cases. Testing showed an increase of 3.2% through July 5th and in increase of ICU hospitalizations have increased by 0.28%. Department of Health report Indiana County had a total 65 positive cases between June 30th and July 5th. There was an increase of 0.03% in the vaccination rate.

PUBLIC COMMENT

Ron Riley and Lynne Alvine made public comment regarding the 2nd Amendment Ordinance. Anne Simmons made public comment regarding public safety.

EXECUTIVE SESSIONS

There were two Executive Sessions held to discuss legal issues regarding the 2nd Amendment Ordinance: June 27, 2022 at 9:00 a.m. and June 30th at 11:00 a.m.

PROCLAMATION...PRETRIAL, PROBATION, AND PAROLE SUPERVISION WEEK

After a proclamation was read, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to proclaim the week of July 17 – 23, 2022 as Pretrial, Probation, and Parole Supervision Week in Indiana County and encouraged all citizens honor these professionals and to recognize their achievements.

MOTOROLA SYSTEM UPGRADES AND REPAIRS / EMA

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve the Motorola System Enhancement Proposal and the Equipment Lease-Purchase Agreement for improvements to the Countywide Land Mobile Radio System and to permit future expansion within the Inter County Regional Radio (ICORRS) partner counties. The total cost of the upgrade is \$1,851,769.00. This is a 10-year lease with an interest rate of 3.58% annually beginning August 1, 2023.

AGREEMENT...MCM CONSULTING GROUP / EMA

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with MCM Consulting Group for a full plan re-write of the County Hazard Mitigation Plan in 2023. The total cost of the agreement is \$33,750.00 and will be 75% covered by the BRIC Funding Grant and 25% from EMA General Fund Budget.

AGREEMENT...PENNSYLVANIA OFFICE OF RURAL HEALTH, PENNSYLVANIA STATE UNIVERSITY / EMA

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve an agreement between Indiana County and Pennsylvania Office of Rural Health, Pennsylvania State University on ways to increase the vaccination rate in the rural parts of Indiana County. Indiana County remains near the bottom of the list of Pennsylvania counties whose populations are not fully vaccinated. The total amount of the grant is \$100,000.00 and Indiana County Human Services will be the administrating agency on implementation.

BOARD APPOINTMENTS...LOCAL EMERGENCY PLANNING COMMITTEE

At the request of Tom Stutzman, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve the appointments Randy Thomas and William Roach to the Local Emergency Planning Committee as At Large Members; terms to expire February – 2024.

CHANGE ORDER #1...HVAC UPGRADES (JAIL) / MAINTENANCE

At the request of Mike Yanity, Director of County Facilities, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Change Order #1 in the amount of \$8,678.00 with Huckestein Mechanical to replace the expansion tank for the boilers at the county jail.

2022 PCOMP SAFETY IMPROVEMENT PROGRAM GRANT APPLICATION

At the request of Melissa Miller, Assistant Chief Clerk/HR Director, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a 2022 PComp Safety Improvement Program Grant Application be submitted to CCAP for the Probation Department in the mount of \$2,097.45. These funds will be used to purchase 12 holsters in the amount of \$1,487.95 and 5 key fobs for vehicles in the amount of \$609.50.

FULL AND FINAL RELEASE AGREEMENT

At the request of Matthew Budash, Solicitor, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve the Full and Final Release Agreement between Lewis James Fogle and the County of Indiana, Gregory Olson and William Martin. Plaintiff has agreed to the dismissal with prejudice of these Defendants in exchange for \$250,000.00.

COOPERATION AGREEMENT...(HSDF) INDIANA COUNTY COMMUNITY ACTION PROGRAM / DEPT OF HUMAN SERVICES

At the request of Lisa Spencer, Department of Human Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a Cooperation Agreement between the County of Indiana and Indiana County Community Action Program FY 2022-2023 for the Homeless Assistance Program. The County agrees to designate ICCAP, in coordination

with Indiana County, to use HSDF funding in the amount of \$16,800.00 to cover a portion of wages and benefits for the Homeless Assistance Program and Homeless Case Management.

CONTRACT...(HAP) INDIANA COUNTY COMMUNITY ACTION PROGRAM / DEPT OF HUMAN SERVICES

At the request of Lisa Spencer, Department of Human Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve a contract with Indiana County Community Action Program who will act as a subcontractor to implement the Homeless Assistance Program for FY 22-23. Indiana County will receive \$223,106.00 of state funding with no county match to this program.

EQUIPMENT PURCHASE...WALKER AND WALKER EQUIPMENT / JAIL

At the request of Andrew Lloyd, County Jail, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve the purchase of a Kubota Tractor from Walker and Walker Equipment in the amount of \$24,664.10. It is noted that this purchase is under CoStars pricing.

EQUIPMENT PURCHASE...DELL COMPUTERS / PROBATION

At the request of Eric Leonard, Information Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the purchase of 19 laptops, 2 desktops, and 19 desk hubs for the laptops from Dell Computers in the amount of \$26,322.76. This purchase will allow the probation department to work on a more mobile platform providing greater safety to the officers.

AGREEMENT...SMITH COMMUNICATIONS / INFORMATION SERVICES

At the request of Eric Leonard, Information Services, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve an agreement with Smith Communications to provide phone services to the Courthouse, Children & Youth Services and the County Jail through Airespring at the rate of \$1,959.00 monthly for all locations.

AGREEMENT...MUNICIPAY

At the request of Lisa Gregersen, Financial Supervisor, a motion was made by Ms. Gorman, seconded by Ms. Hess, and carried unanimously to approve an agreement with Municipay. Municipay will provide credit card services to Prothonotary, Register & Recorder, Planning, Coroner, Information Services, Tax Assessment and Tax Claim. Municipay will also provide online services for customer to pay online. The interest rate is 2.65% or a minimum of \$3.00 per transaction and is charged to the consumer at time of purchase.

AGREEMENT...THOMAS R. HARLEY ARCHITECTS, LLC

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with Thomas R. Harley Architects, LLC to provide the following services for the property recently purchased by the county at the former Victory Energy Building on Airport Road, Indiana, PA:

Architectural Fees:	\$4,800
Engineering Fees:	\$5,400
Bidding/Contracts:	\$1,600
Construction Observation:	\$450/meeting

GUARDIAN AD LITEM AGREEMENTS FY 22-23 / CYS

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and unanimously carried to approve an agreement for FY 22-23 with Joelyssa Johnson, Esq. as Guardian ad Litem for dependent children at the rate of \$100.00 per hour plus travel time when needed. She will find her own substitute when needed and attends team meetings and visits youth in the placement settings.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve an agreement with Jacqueline Blackwell-McCracken, Esq. at the sum of \$24,000, not to exceed \$2,000.00 per month. Attorney Blackwell-McCracken will be assigned as legal counsel to parents for dependency matters

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with Erica Dussault, Esq. at the sum of \$24,000, not to exceed \$2,000.00 per month. Attorney Dussault will be assigned as legal counsel to parents for dependency matters

CONTRACT...SERVICE MASTER OF INDIANA COUNTY / CYS

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve and agreement with Service Master of Indiana to provide cleaning services twice weekly at CYS at the rate of \$720.00 per month plus other services by request at a negotiated rate.

PRIVATE PROVIDER AGREEMENTS FY 22-23 / CYS

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve an agreement with Justice Works Youth Care, Inc., Pittsburgh, PA for FY 22-23 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide non-placement services.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve a contract with Central Counties Youth Center, Bellefonte, PA for FY 22-23 to provide services to Juvenile Probation on an as needed basis. They provide placement services.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with Professional Family Care, Johnstown, PA for FY 22-23 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Hess, seconded by Mr. Keith and carried unanimously to approve an agreement with Lifespan Family Services of PA, Punxsutawney, PA for FY 22-23 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with Adoption Connection, PA, Beaver, PA for FY 22-23 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with Bethany Christian Services of Western PA, Wexford, PA for FY 22-23 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve an agreement with Family Care for Children and Youth, Inc., Milton, PA for FY 22-23 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve an agreement with Community Specialist Corp – New Outlook Academy, Pittsburgh, PA for FY 22-23 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with Merakey Pennsylvania for FY 22-23 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve an agreement with Keystone Adolescent Center, Greenville, PA for FY 22-23 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

CHANGE ORDER #3 – PEG RUN RESERVOIR IMPROVEMENTS PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development, and on behalf of Indiana County Municipal Services Authority and Gibson-Thomas Engineering a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve Change Order #3 with Charles J. Merlo, Inc. in the amount of \$17,793.48 on the Peg Run Reservoir Improvements Project. Change Order #3 is a deduct to the contract for final balancing of quantities that went into the project. The revised contract with Charles J. Merlo, Inc. is reduced to \$343,715.13 with approval of Change Order #3.

RESOLUTION – FILING OF COMPETITIVE COMMUNITY DEVELOPMENT BLOCK GRANT – CORONAVIRUS (CDBG-CV) APPLICATION -INDIANA COUNTY FOOD BANK WAREHOUSE REHABILITATION / PLANNING

At the request of LuAnn Zak, Office of Planning & Development and on behalf of Indiana County Community Action Program, Inc. (ICCAP) a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to adopt a resolution authorizing the filing of a competitive CDBG-CV application to the Pennsylvania Department of Community and Economic Development for the Indiana County Food Bank Warehouse Rehabilitation Project. The proposed project application will request financial assistance to undertake rehabilitation activities at the recently acquired warehouse facility located at 2131 Shelly Drive. The funding request is in response to increased food assistance needs for County residents due in part to COVID-19 impacts. The application will be submitted by the deadline date of August 1, 2022.

The application will meet the minimum \$500,000.00 limit but a final application number has not yet been finalized.

RESOLUTION – COOPERATION AGREEMENT / MULTIPLE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND COMMUNITY DEVELOPMENT BLOCK GRANT – CORONAVIRUS (CDBG-CV) CONTRACTS BETWEEN INDIANA COUNTY AND INDIANA COUNTY COMMUNITY ACTION PROGRAM, INC. (ICCAP) / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made Ms. Hess, seconded by Ms. Gorman and carried unanimously to adopt a resolution for the multiple CDBG and CDBG-CV contracts for Indiana County. The resolution approves entering into a Cooperation Agreement with ICCAP to undertake rehabilitation activities at the recently acquired warehouse facility for Indiana County Food Bank operations. The financial package is comprised of multiple funding sources including, but not limited to, County CDBG Entitlement and Competitive CDBG-CV contracts. The Cooperation Agreement identifies the roles and responsibilities between ICCAP and the County for the undertaking the CDBG funded activity.

RESOLUTION – FILING OF COMPETITIVE COMMUNITY DEVELOPMENT BLOCK GRANT – CORONAVIRUS (CDBG-CV) APPLICATION / BLACK LICK SANITARY SEWER SYSTEM I/I ELIMINATION AND IMPROVEMENTS / PLANNING

At the request of LuAnnZak, Office of Planning & Development and on behalf Burrell Sewer Authority, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to adopt a resolution authorizing the filing of a competitive CDBG-CV application to the Pennsylvania Department of Community and Economic Development for the Black Lick Sanitary Sewer System I/I Elimination and Improvements Project. The Burrell Township Sewer Authority owns and operates the Black Lick Sanitary Sewer System. The proposed project application will request financial assistance to undertake activities that will eliminate direct raw sewage discharge that could contaminate clean and potable water supplies. The availability of clean and potable water reduces health risks and can prevent the spread of the Coronavirus. The application will be submitted by the deadline date of August 1, 2022. The application will meet the minimum \$500,000.00 limit but a final application number has not yet been finalized.

RESOLUTION – COOPERATION AGREEMENT / COMMUNITY DEVELOPMENT BLOCK GRANT – CORONAVIRUS (CDBG-CV) CONTRACT BETWEEN INDIANA COUNTY AND THE BURRELL TOWNSHIP SEWER AUTHORITY (BTSA) / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously requests that the Board of Commissioners adopt the attached resolution for a competitive CDBG-CV contract for Indiana County. The resolution approves entering into a Cooperation Agreement with the BTSA to undertake inflow / infiltration elimination activities for the Black Lick sewage collection system and improvements at the Volk pump station. The Cooperation Agreement identifies the roles and responsibilities between BTSA and the County for the undertaking of the CDBG-CV funded activity.

\$100,000.00 REVOLVING LOAN FUND (RLF) LOAN TO AIM FIRST FIREARMS LIMITED LIABILITY COMPANY & CLS REAL ESTATE HOLDINGS L.L.C. / PLANNING

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a \$100,000.00 term loan from the Indiana County Revolving Loan Fund (RLF) to Aim First Firearms Limited Liability Company & CLS Real Estate Holdings L.L.C. to purchase commercial property in Blairsville for the expansion of the firearms business. Aim First is a full-service retail firearms store selling handguns, rifles, shotguns, ammunition, magazines, optics, suppressors and gun parts and gear. The interest rate is fixed at 3.0% with 6 months interest only and 180-month term. The RLF funds will be leveraged by funds from Marion Center Bank and owner contribution. Aim First will retain 1 and create 5 full-time employees as a result of these funds. The application was reviewed and approved by the Revolving Loan Fund Loan Review Committee.

SUBLEASE FOR WESTMORELAND COUNTY COMMUNITY COLLEGE / PLANNING

At the request of Byron Stauffer, Office of Planning and Development, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve entering into a Sublease Agreement with Westmoreland County Community College (WCCC) located at 439 Hamill Road, Indiana, PA in White Township, on the campus of the Indiana County Technology Center (ICTC). The proposed Sublease Agreement with WCCC is for a term of 25-years with an effective date of July 1, 2022 and runs through June 30, 2047 for 15,100 square feet of space that includes a Nursing Lab, Allied Health Lab, Biology Lab, Chemistry Lab, Computer Lab, Manufacturing Lab, classrooms, office space for faculty and staff, student areas, and various supporting spaces. The space is being provided essentially turn-key, inclusive of furniture, fixtures and equipment. The Sublease Agreement provides for WCCC to pay Indiana County \$8,180.00 per month or \$98,160.00 per annum over the 25-year term for a total of \$2,454,000.00, plus WCCC's proportionate share of utilities, operational costs, including preventive maintenance and repairs. The Sublease Agreement provides that WCCC shall pay to Indiana County \$155,901.84 for furniture and Emergency Call Boxes as part of a Bill of Sale, and in turn these items will become property of WCCC to maintain. The Sublease Agreement does provide for future extensions pursuant to the Ground Lease with the ICTC.

BIDS...SURPLUS FIREARMS & ELECTION HOUSE (071122)

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the following bids opened at 10:30 a.m. on July 11, 2022 for surplus firearms and the Alverda Election House:

Beretta, Model 1201FP, 12 Ga., Semi-auto, Serial #A24379L
Melissa Miller - \$200.00

Beretta, Model 1201FP, 12 ga., Semi-auto, Serial #A24110L
Melissa Miller - \$200.00

Beretta, Model 96, .40 cal.
Melissa Miller - \$200.00

Alverda Election House (land not included)
\$250.00

OTHER BUSINESS

Commissioner Gorman announced that Yellow Creek State Park will be hosting a covid vaccination clinic on July 22, 2022 from 10:00 a.m. to 4:00 p.m. She also thanked those who worked and volunteered at the Jimmy Stewart Airport Air Show and also the community for supporting our local airport. Commissioner Hess commented that the newly adopted State Budget includes funding for environmental programs, ag related programs, conservation districts, clean waterways, state parks, mine cleanup all which supports outdoor recreation.

NEXT REGULAR MEETING...JULY 27, 2022 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, July 27, 2022 at 10:30 a.m. in the Commissioners' Hearing Room.

ADJOURNMENT

With no other business to come before the Board at this time, a motion was made by Ms. Gorman, seconded by Mr. Keith to adjourn the meeting at 11:39 a.m.

Sherene Hess, Secretary

R. Michael Keith, Chairman